

Guide to completion of new Portfolio of Practice Based Learning (PPBL)

Click into your year tab



Level 5 (Year 2) Current
PARA2705 - Clinical Practice 2

2 Oct 2023 - 30 Sep 2024

Select the placement area (in this case, the most recent with the November date has been used)



Level 5 - Ambulance Placement

Provider	Area	Start	End
East Midlands Ambulance Service	Loughborough Ambulance Station LE11 3GE	18 Mar 2024	17 May 2024
East Midlands Ambulance Service	Loughborough Ambulance Station LE11 3GE	27 Nov 2023	26 Jan 2024

Select the 'Pre-Placement' tab

OVERVIEW **PRE-PLACEMENT** START MID-WAY END ANY TIME

Level 5 Pre-Placement Clinical Skills Log practice and assessed under supervision of Academic Tutor (registrant)

The list below will then open and you should go through each section to ensure it is completed:

PRE-PLACEMENT
These are all the forms you need to complete before the placement starts

> Factors that may impact on learning Deadline: 1 Dec 2023 Available to other roles	
> Pre-placement information checklist Deadline: 4 Dec 2023 Available to other roles	
> Passport to Practice	Complete now
> Practice Environment Orientation Checklist Deadline: 4 Dec 2023	Complete now
> Personal Development Plan (PDP) Deadline: 4 Dec 2023 0/2 Completed Available to other roles	
> SWOC Analysis Available to other roles	

- Factors that may impact learning – this is an opportunity to think about what you want your PEd to know and what you are happy to share with them, this is not compulsory but can prove helpful to spark discussion should it be needed.
- Pre-placement checklist is an opportunity to log the details of your upcoming placement and contact details of key staff.
- Passport to practice – tick the boxes and sign to declare you agree, upload a screenshot of your “e-learning for health” health care level 2 student certificate (I have run a manual report but it is helpful to have it in your portfolio also) I will then sign on behalf of DMU.
- Practice environment check list should be completed on day one with your Ped.
- Personal development plan (PDP) – you should think about and discuss with PEd points that you both feel you should work on and identify some outcomes you wish to achieve – this is then reviewed at the mid-point review.
- SWOC analysis it not essential but can prove helpful to see where your strengths and weakness are.

Select the 'Start' tab




The elements under the start tab should be completed in your first few shifts – don't forget!!

START

- > Practice Educator Assigned | Deadline: 4 Dec 2023
- > Induction Checklist - Start of Placement | Deadline: 7 Dec 2023 | Available to other roles
- > New Learner Familiarisation | Deadline: 7 Dec 2023 | Available to other roles

Every shift you must complete a minimum of:

- Daily Ambulance Placement Journal
- Timesheet

 Daily Ambulance Placement Journal

 Timesheet

Formative assessments can be used to assess your achievement at any stage throughout placement, however a summative assessment will need completing (which will auto map to the HCPC wheel) when submitted



Level 5 Assessments - Formatives / Self Assessments

To be completed throughout the course of the year. AT LEAST ONE Formative Assessment to be completed as well as the Summative Assessment.



Level 5 Assessments - Summatives / Assessor Sign Off

To be completed throughout the course of the year. AT LEAST ONE Formative Assessment to be completed as well as the Summative Assessment.

Lecturers will complete the pre-placement clinical skill log



Level 5 Pre-Placement Clinical Skills Log practice and assessed under supervision of Academic Tutor (registrant)

This section is to be used prior to practice placement, and declaration MUST be completed by an academic tutor before skills can be deployed in practice

Skills demonstrated whilst on placement should be logged within the section shown below.



Level 5 Clinical Skills demonstrated on placement

This section is to be used to log skills demonstrated/deployed while on practice placement. Students to self-assess their perceived level of attainment, and if the Practice Educator agrees this can be 'signed off'. By the end of the year the minimum level for EVERY skill must be at Minimal Supervision or above.

The check list below can be used to keep track of what you have and have not done – not compulsory but might be helpful



Level 5 Placement Clinical Skills Checklist
